

**TOWN OF SMITHVILLE**  
**\*\*DRAFT PLANNING BOARD MEETING MINUTES**  
**WEDNESDAY, FEBRUARY 2, 2022**

**I. CALL TO ORDER:** Chair Deborah Lilley called the meeting to order at 6:30 p.m.

**II. ATTENDANCE:**

**Planning Board Members Present:** Chair Deborah Lilley, Fred Heisler, Jr., Dakota Warren, Marie Kehl, and Donna Marie Utter, Clerk.

**Planning Board Members Absent:** Bob Brooks

**Others in Attendance:**

**III. REVIEW/APPROVAL OF MINUTES:**

- A motion to approve the minutes from the meeting held on January 5, 2022, was made by Board member Warren, seconded by Board member Kehl. All members voted aye; motion carried.

**IV. NEW BUSINESS:**

**Clark Howey Estate, 2063 Route 3:** Marie Lopez, as an heir to the Clark Howey Estate, is requesting something in writing stating that any future owner of the property located at 2063 Route 3, Smithville, NY, Tax Map #177.-1-15.1, could erect a building on the property. The lot size is .98 acres which will require a Site Plan Review and approval from Chenango County Code Enforcement before any building could be erected.

Chair Lilley drafted a letter to Ms Lopez stating that if a Site Plan Review and Code Enforcement approval was received, there would be nothing to preclude someone from building on the property. There is currently a double-wide on the property.

- Motion made by Board member Heisler, seconded by Board member Warren to approve the drafted letter with the addition of the Tax Map number. All members voted aye; motion carried.

**V. OLD BUSINESS:**

**Comprehensive Plan Review:** Several Board members did not pick up their copies of the Comprehensive Plan to review prior to the meeting, so the review of the Plan will be tabled until the next meeting.

**Survey Review:** The Board reviewed the survey which was done previously prior to the review/revision of the Comprehensive Plan in 2017. As they reviewed the survey, they decided which questions to leave in, which to take out, and if any needed to be added. They decided the following initially, with further discussions to take place:

Question 1 – keep

Question 2 – delete

Question 3 – keep

Question 4 – keep

Question 5 – keep

Question 6 – keep

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| Question 7 – keep                         | Question 8 – keep                         | Question 9 – keep                      |
| Question 10 – keep                        | Question 11 – keep                        | Question 12 – keep (add: social media) |
| Question 13 – keep                        | Question 14 – keep                        | Question 15 – keep                     |
| Question 16 – keep<br>(add: solar & wind) | Question 17 – keep<br>(add: solar & wind) | Question 18 - keep                     |
| Question 19 – keep                        | Question 20 – keep                        | Question 21 – keep                     |
| Question 22 – keep                        | Question 23 – keep                        | Add: Wi-Fi access question             |

- The Board then discussed how best to distribute the survey to Town residents. The following suggestions were made: Town website, at local spots to pick up such as Dollar General, Post Office, etc.
- The Clerk will contact Shane Butler to see if there is an electronic copy of the survey available to make changes to, or if the development of the survey was part of the program Survey Monkey, and therefore, not accessible after the project was complete. Preparation of the survey would not be difficult, but the tabulation of the results would be time consuming.
- A survey timeline was discussed with the possibility of getting it out to residents by mid-March, early April and a return date of August.

**VI. ADJOURNMENT:**

- There being no other business to come before the Planning Board, a motion to adjourn the meeting at 7:20 p.m. was made by Board member Kehl, seconded by Board member Heisler. All members voted aye, the meeting was adjourned.

**Next Planning Board Meeting is Wednesday, March 2, 2022 at 6:30 p.m.**

**Submitted by:** Donna Marie Utter, Planning Board Clerk